

Why It Matters

Unoccupied buildings that are not maintained create a hazard to public health, safety and welfare.

Vacant and abandoned (V&A) properties can adversely impact a neighborhood because they:

- attract children, harbor vermin, and shelter vagrants and criminals
- are likely to be damaged by vandals or arsonists
- invite dumping of garbage, trash, and other debris
- increase the risk of fire and insect or rodent infestation spreading to neighboring properties
- contribute to blight and decrease property values
- discourage neighbors from making improvements to their own properties
- dissuade people from moving into the neighborhood
- create an eyesore

Environmental Facts

An average of over 70% of all environmental violations in the city exist on properties that are non-owner occupied.

Vacant & Abandoned Facts

Of all properties identified as vacant and abandoned (V&A), 81% of those properties were owned by someone living outside of South Bend.

In addition, 91% of the V&A properties that warranted demolition (due to such an advanced state of disrepair) were also owned by someone living outside of South

Contact Us!

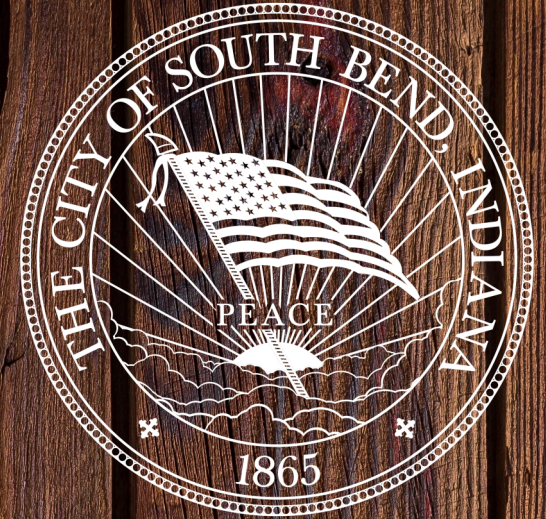
227 W. Jefferson Blvd.
South Bend, IN 46601

Phone: 574-233-0311 (or dial 311)

Email: CodeEnforcement@southbendin.gov

Website: <https://southbendin.gov/departments/code-enforcement>

Vacant & Abandoned Registration



**Neighborhood
Services &
Enforcement**

City of South Bend

Overview

Every property that has been vacant for 90 or more days AND is the subject of an unresolved repair or demolition order must be registered as Vacant & Abandoned (V&A).

To register a V&A property, fill out a registration form for each property and pay applicable registration fee(s).

The fee structure is as follows:

- Residential properties with three (3) or less residential units = \$300 per property per year
- Residential properties with four (4) or more residential units:
 - ◇ \$500 fee for the first year;
 - ◇ \$750 for the second year;
 - ◇ \$1,000 for third year and each subsequent year
- Commercial properties:
 - ◇ \$500 fee for the first year;
 - ◇ \$750 for the second year;
 - ◇ \$1,000 for third year and each subsequent year

Registration is due every year before September 30th.

Registration forms are available online at: <https://southbendin.gov/initiative/vacant-abandoned-properties/>

Frequently Asked Questions

Q: What is a vacant and abandoned property?

A: A building/house with no legal occupancy for 90+ days AND has an unresolved housing violation for 30+ days.

Q: What information is needed to register?

A: Please see ordinance Sec 6-37.1(f) "Vacant building maintenance and registration" for detailed information. Online at: https://www.municode.com/library/in/south_bend/codes/code_of_ordinancesnodeId=SUHITA_CH6BU_ART8PRMACO_S6-37.1VABUMARE

Q: Am I required to have a property manager?

A: Yes, you must have a property manager residing within fifty (50) miles of the property. The property manager may be the owner or an agent of the owner and be 18 years of age or older.

Q: What are the standards for maintenance to the property?

A: At least once a week, the property manager/owner should inspect the property to ensure:

- it is secured against unlawful entry (windows and doors)
- it is clean (free of litter and debris)
- the grass is mowed & vegetation is trimmed

Q: Am I responsible for removing snow and/or ice from the sidewalks?

A: Yes, according to Sec. 18-7, you must remove any snow and/or ice from sidewalks within twenty-four (24) hours.

Frequently Asked Questions

Q: Am I allowed to board the property?

A: Yes, you may temporarily board a building to protect it against unlawful entry or vandalism.

Q: What happens if I don't register?

A: An ordinance violation citation shall be issued. Fine structure will be as follows:

- first day of violation - \$250
- all subsequent violations - \$600-\$2,500

Q: What happens if I provide false information?

A: An ordinance violation citation shall be issued. Fine structure will be as follows:

- first day of violation - \$250
- all subsequent violations - \$600-\$2,500

Q: How long is a registration valid?

A: The registration is valid for one year

Q: Do I still have to register if my property is vacant but not abandoned?

A: No, however, you may voluntarily register it at no charge.

For complete information on V&A Registration, please see: <https://southbendin.gov/initiative/vacant-abandoned-properties/>